



Invitation to Bid

NOTE: Contractors are not authorized to visit the property before or after the bid walk, without being accompanied by the City's Rehabilitation Specialist.

Documents included in Package:

- 1) Instruction to Bidders
- 2) Specs by Location/Trade (Scope of Work)
- 3) Subcontractor Certifications (if applicable)
- 4) Floor Plan / Site Drawing (if applicable)

Bid Walk & Bid Opening:

Project Address: 2000 Purser Dr. HNS - 18-48		LEADS SAFE CHARLOTTE
Call project manager for full address		
Bid Walk: TUESDAY 3/13/18 at 9:00 am		
Bid Opening: THURSDAY 3/22/18 at 2:00 pm		
Client Name: Bobby Pifer	Contact Number:	
Project Manager: Chuck Hitsman	Contact Number: 704-336 3495	

Bid Walk and Bidding Instructions:

All bid walks are mandatory.

If you are going to be late the policy is the following:

Contact me BEFORE the start time if you are going to be late. If you are going to be more than 10 minutes late, we will proceed without you and you will not be permitted to bid.

The day of a bid walk the best way to reach me is at Charles Hitsman(cell # 704-622 1685).

Bids must be received by the date, time and place specified. All others will be considered non responsive and disqualified.

The Bids will be opened at 600 East Trade St. immediately following the

*OK
BNA*



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above due date and time.

Company Acknowledgement:

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed at 2000 Purser Dr. to be funded through the City of Charlotte Neighborhood & Business Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money:

All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:

Dollars (\$ _____)

Written total

Specs Dated: 02/13/18 Number of Pages: 2

Addenda # 1 Dated: Number of Pages:

Addenda # 2 Dated: Number of Pages:

Project Schedule: *Minimum Start Date - April 9, 2018*

Completion Deadline: May 11, 2018

Please Print and Sign:

Company Name/Firm:

Authorized Representative Name:

Signature:

Date:



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Requirements For Bidders

The City awards rehabilitation bids to the lowest responsive and responsible bidder. A responsible bidder for the safe home program is one who:

- 1) Is a licensed general contractor in the State of North Carolina;
- 2) Has an Renovate, Repair & Paint Certification (<http://www2.epa.gov/lead/renovation-repair-and-painting-program>);
- 3) Is not listed on a local, state or federal debarment list;
- 4) Carries an appropriate amounts of insurance;
- 5) Can provide references verifying the contractor has completed work of a similar scope in a good workmanship like manner or successfully completed prior work for the Safe Home program. Referenced work must have been completed in one year or less from date of this invitation to bid.

A responsive bidder must:

- 1) Submit all requested documentation on time;
- 2) Meet the above requirements for responsibility at the time of bid submittal;
- 3) Have the capacity to meet the required schedule for the project.
- 4) Existing rehab projects contracted by the contractor must be on schedule.

The City reserves the right to waive any minor informalities or irregularities, which do not go to the heart of the bid submittal or prejudice other offers, or to reject, for good and compelling reasons, any or all bid submittals.

Charles Hitsman
Rehabilitation Specialist
City of Charlotte
Neighborhood and Business Services
600 E. Trade St.
Charlotte, NC 29202
PH: (704) 336 3495
Fax: (704) 336-3489



Instructions to Bidders

Explanations to Bidders

Any explanation desired by a Contractor regarding the meaning or interpretation of the advertisement for bids, drawings, specifications, etc., must be requested in writing to the Rehabilitation Specialist with sufficient time allowed for a reply to each Contractor before the submission of their bids. Any interpretation made will be in the form of an addendum to the invitation for bids, drawings, specifications, etc., and will be furnished to all prospective Contractors. The Contractor must acknowledge any revision to the bid documents in the space provided on the bid form and it must be submitted with their bid package.

Preparation of Bids

Bids shall be submitted on the forms furnished, or copies thereof, and must be manually signed. If erasures or other changes appear on the forms, the person signing the bids must initial each erasure or change

- The Contractor's Bid Proposal must be properly executed and submitted on the form provided. Bids by Contractors must be received by the Rehabilitation Specialist at the time and place specified on the "Invitation to Bid"
- No bid will be considered unless all individual work items on the Bid Form including any addendums are priced. The sum of all work items must equal to the Total Bid Amount.
- Unless called for, alternate bids will not be considered
- Modification of bids already submitted will be considered if received at the office designated in the invitation for bids by the time set for opening of bids

Submittal of Bids

- Sealed bids will be submitted to the Safe Home Program Office as directed in the invitation to bid prior to or at the appointed bid opening time
- Bid will be time stamped on the date of delivery
- Each bid must be submitted in a sealed envelope bearing on the outside the name of the Contractor, the name of the project for which the bid is submitted, and the date and time of the bid opening
- All bids submitted must be typed or written in ink and signed by the Contractor's designated representative



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- Failure to include all forms may result in rejection of a bid
- Required Bid Package Forms:
 - Scope of Work
 - Addenda Acknowledgement
 - Itemized Work Sheet
 - Subcontractor Certifications (if applicable)

NEIGHBORHOOD & BUSINESS
SERVICES

<http://housing.charlottenc.gov> | 600 E. Trade Street | Charlotte, NC

Item #	Feature	Method	Number	Unit	
1	INTERIOR - Room 7, Mud Room	Remove entire room and components. See Lead Report. Clean floor and then paint with weather resistant, outdoor epoxy non-slip floor paint.			
2	INTERIOR Door C1- (to Room 7) white wood door casings, headers, jambs and stops (no door)	Remove (see feature #1) and replace with pre-hung steel door. All interior floor coverings to be cleaned. Bath floor coverings are finished. Finish-sand kitchen hardwoods, stain per owners choice and apply finish coat. Finish coat on all remaining hardwood floor coverings.			
3	INTERIOR - Floor Coverings	Clean all interior components (see Risk Assessment for details)			
4	INTERIOR - Elevated dust levels throughout	Per Risk Assessment - Remove soil and replace with mulch			
5	EXTERIOR - Side A thru Side D - paint chips along drip-line	Replace wood windows with vinyl double-hung windows, cover window casings, headers and sills with Tyvek and aluminum coil stock.			
6	EXTERIOR - Side B and Side C - white wood fence pieces along the ground	Remove			
7	EXTERIOR - Door A1 (to Room 1) white wood door, casings, headers, jambs and stops	Remove door components and replace with pre-hung steel door			
8	EXTERIOR - Side B thru Side D (outside Room 7) - light brown and brown wood walls and corner board	Remove entire Room and components (see Item #1- Interior)			
9	EXTERIOR - Side A thru Side D - white wood fascias, soffits, crown moldings, trim boards, attic air vents and frames (Note: It appears some of these components on the Side A porch have been replaced)	Replace decayed wood. Re-fasten any loose wood. Scrape loose paint and re-paint.			
10	EXTERIOR - Side C- Replacement of components	Replace any Side C components on the rear of dwelling at Room 7 Mud Room which were removed / damaged during room removal (Feature #1 Interior) Prime / Paint to match any replaced wood products. Clean floor and paint with a weather resistant, outdoor, epoxy non-slip floor paint			
11	EXTERIOR - Side A Porch concrete floor				
12	Additional Clearance(s) Optional				
13					

Total Cost Estimate

Enter Item in box B5, and scope for that Item in C5...Items will copy into the Bid Sheet. When printing, the Budget Sheet, allow Fit Sheet on one page as below

Settings

☒ Print Active Sheets
 Only print the active sheets

Pages: 1 to 2

☒ Print on Both Sides
 Flip pages on long edge

☒ Collated
 1,2,3 1,2,3 1,2,3

☒ No Staples

☒ Portrait Orientation

☒ Letter (8.5" x 11")
 8.5" x 11"

☒ Normal Margins
 Left: 0.7" Right: 0.7"

☒ Fit Sheet on One Page
 Shrink the printout so that it fits on one page

Page Setup



ROY CONSULTING GROUP CORPORATION

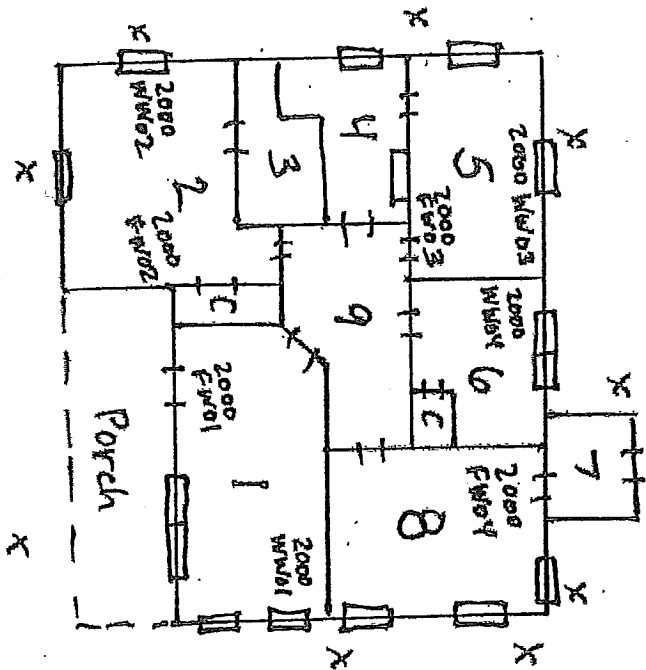
Providing integrated environmental and geotechnical solutions

2000 Purser Drive

Charlotte, NC 28215

SIDE C

SIDE B



SIDE D

Legend

= Window

= Door

X = Soil Sample Location

SIDE A

NOT TO SCALE



Bid Submission

Company Acknowledgement:

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed to the property's listed below to be funded through the City of Charlotte Neighborhood & Business Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money:

All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:

Address	Bid walk date	Addendum date	Total
Grand total Bid:			
Written Grand Total Bid:			

Company shall enter dates below based on their capacity, when they can start and finish the projects above. Project start date shall be no sooner than six weeks after the bid walk date. (Contractors will be held accountable for these dates.)

Project start date:	
Project Completion Date:	

Please Print and Sign:	
Company Name/Firm:	
Authorized Representative Name:	
Signature:	Date: